

# WESTHORPE

PARISH COUNCIL



Parish Clerk  
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**Minutes** of the virtual Zoom meeting of Westhorpe Parish Council held on Tuesday 12 January 2021 at 7.00 pm.

**Present:** Cllrs David Barker (Chairman); Steve Caley (Vice Chairman); Robin Lambert; Ian Cotgrove; Steve Christian; Richard Brown; Cllr Mrs Diane Gladders

**In Attendance:** SCC Cllr Mrs Jane Storey; MSDC Cllr Andrew Mellen; Mr Neal James (Traffic Technology); 12 members of public; Mrs Julia Dunncliffe (Clerk)

The Chairman opened the meeting and welcomed all attending. He explained that due to Coronavirus the meeting was being held by Zoom. The Parish Council had purchased a Zoom license to enable the meeting to take place. He thanked Julia Dunncliffe, Paul and Alison Weston and Vanessa Bilonick for organising the meeting. The meeting would be recorded to help provide a accurate Minutes. The Clerk said it was possible for those attending to contribute by the chat link.

1. APOLOGIES for Absence: None.
2. DECLARATIONS of Interest and Dispensation considerations: Cllr Barker re Agenda items 7.1 and 7.2.
3. MINUTES of previous meeting held on 3 November 2020 (previously circulated and taken as read). Unanimously approved – proposed Cllr Caley; seconded Cllr Brown.
4. PROGRESS reports arising from 3 November 2020 Minutes:-
  - 4.a Memorial tree planting: Chairman had emailed Mandy Rudd re planting a tree on a green space in memory of Heather Wilkinson and possibly Audrey Thomas. Location to be confirmed. He was awaiting a response from Mandy.
  - 4.b Electric charging point: - Chairman advised MSDC had confirmed no adjacent land available; neither was there any room in the village hall car park. As Chairman of Westhorpe Village Hall Committee, Sue Hull reported costs quoted exceeded £13,000 which were unviable. No further action.
    - 4.1 Bridlepath adjacent to The Old Cottage leading to The Green:- Cllr Brown advised that SCC had reported (22.12.2020) after an inspection, that the mud condition was acceptable for the winter time. No further action.
5. SUFFOLK County Council (SCC) Reports – Cllr Jane Storey:-
  - 5.1 December 2020
  - 5.2 January 2021See attached.



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6. MID Suffolk District Council (MSDC) Report – Cllr Andrew Mellen (AM) – see attached. An extract from this report included:-
- 6.1 Finningham flooding next to the building site on Westhorpe Road was proving difficult to resolve. SCC Highways had advised it did not meet their threshold for action. The developer, Simon Burgess of Burgess Homes had offered to help alleviate the problem, but needed the unforthcoming SCC Highways permission to do so. AM and Colin Winter (CW) owner of adjacent property to flooding location had unsuccessfully looked for the drain which CW knew historically was there. A much needed plan of the existing drainage system should be made available by SCC Engineers.
- 6.2 Draft Joint Local Plan (JLP) had been discussed at full Council in November and approved. The following six week technical consultation ended 24.12.2020. The next stage was an examination by an Independent planning inspector, scheduled for summer 2021.
- 6.2 (i) Cllr Caley (SC) asked AM – was there a possibility before the JLP examination in the summer that an application could be made again opposite Robin Lambert’s house?  
AM response – yes, depending on whether the JLP was in place.
- 6.2 (ii) SC asked AM – when the examination had taken place in the summer/autumn, could AM please provide an aide memoir/assistance to the Parish Council in presenting the facts?  
AM response – yes.
- 6.2 (iii) David Hemy (DH) asked – when would the JLP comments would be available on the portal for viewing?  
AM response – did not know, but would find out and let the Parish Council know.
- 6.2 (iv) DH asked that when preparing the JLP for examination, could AM please find out from the policy team what the procedure would be and advise DH accordingly?  
AM response – yes (also to Parish Council).
- 6.2 (v) DH asked if there had been any other JLP examination in Suffolk? If so, had the format changed? Please could any information be sent to DH?  
AM response – Yes (also to Parish Council).
- 6.3 MSDC (CIFCO – a limited property investment company owned by MSDC) had made commercial investments in Luton and Epsom properties (involving (i) a local NHS Bid and (ii) a fairly secure office building) for £10.5 million and planned to spend a further £15 million making a total of £50 million; all paid for on long-term loans. The property portfolio continued to decrease in value; two of the properties had been without tenants and some 30% of rental income was unpaid or delayed. Nevertheless, the Leader of MSDC was quoted saying, “Through these careful investments, CIFCO will continue to bring in much-needed income to support our District’s recovery post-Covid”.
7. PLANNING
- 7.1 JLP submission by Cllr Caley 22.12.2020. Full details on the website and available from the Clerk on request. DH thanked Cllr Caley for preparing and submitting the document on behalf of the Parish Council.



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7.2 MSDC decision on application DC/20/04335 – Granted.

7.3 Mr and Mrs Richard Morgan as potential new residents had requested (4.12.2020) information in relation to planning and potential planning applications in Westhorpe. Cllr Caley responded with advice “to obtain a legal search from their solicitor and/or contact the local authority”.

8. SPEED Indicator Device – Traffic Technology – Neil James (NJ) answered questions following a PowerPoint presentation of three possible devices. (A video provided by Traffic Technology had previously been viewed on the website). Much discussion took place with questions from attendees and answers from NJ. NJ advised the SID came with a two-year warranty. Maintenance usually only required replacement of the LED batteries every two years.

Agreed NJ would provide the Parish Clerk with:-

- (i) an updated quote to include a second battery (from guideline price of £2,198 + VAT= £2638) for the SID GEN5-Pro “The ‘ProActive’ One” – the device of choice unanimously agreed - providing other criteria supporting the installation of this model were subsequently met satisfactorily and agreed upon by the Council.
- (ii) a quote for additional full options at a later date – including a second battery. Installation and training would be a further cost of £400 + VAT = £480. This figure had been discounted by £180.
- (iii) a manual

8.1 It was unanimously agreed by the Council that The SID GEN5-Pro “The ProActive One” model would provide the service Westhorpe was looking for. It would include text such as “Data capture” or “Slow down” providing providing speed numbers, dates and times.

8.2 Data capture download, management, analysis, reporting reporting by an adroid phone and transfer of data to mytrafficdata website - Vanessa Bilonick (VB) and Cllr Brown offered to assist with this – unanimously agreed to accept their offer.

8.3 Posts required for installation SCC (via Jane Storey) to provide as many free posts as needed by the Parish Council as part of her Highways Budget and agreed between the police and SCC speed and safety management team. The SID would need to be located in positions where the police could subsequently enforce action. It would be good if any SID data records showed, for example:-

8.3 (i) say at 6.05 am every Tuesday, Thursday and Saturday a vehicle sped through the village at 80 mph which would show the speeds and times of vehicles travelling through the village.

8.3 (ii) the regular peak times of speeding

8.3 (iii) the speeds of the vehicles

Once the data could prove a speeding problem and be shown to the police, the police could then enforce action.

Jane Storey to advise Chairman who to contact to request these posts.



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8.3. (iv) Post locations:- Agreed more discussion was required to establish exactly where the best positions would be for the posts to be sited. Agreed that more than one post would be required, possibly four. Possible sites for posts could be:-

- (a) on the Finningham Road coming from Finningham into Westhorpe, just before or after the 30 mph sign;
- (b) on the road from Wyverstone coming into Westhorpe before the Village sign;
- (c) on The Street – exact location for further discussion by residents affected;
- (d) on Church Road near Wynwood Cottage, IP14 4SZ coming in from Walsham le Willows – exact location for further discussion by residents affected.

8.4 Power requirements for device: Terry and Ann Kempley, The Old Cottage, offered to provide power from their property to assist with the installation and running of the device.

8.5 Finance for SID GEN5-Pro – The ProActive One – to be provided by:-

8.5 (i) SCC - £2000 (Jane Storey) and

8.5 (ii) MSDC - £850 (Andrew Mellen) as per Minute 20.40 of Westhorpe Parish

Council meeting held on 3.11.2020 from his locality budget. The application form for completion and submission to be sent to the Chairman by AM.

Chairman to request from SCC and MSDC to see if more money could be available to support this SID model in different locations. If not, Terry and Ann Kempley, offered to make up the financial difference in initial costs. This was gratefully noted.

## 9. FINANCE

9.1 PRECEPT 2021/22 – Budget prepared was discussed and considered. Proposed by Cllr Gladders, seconded by Cllr Cotgrove that the precept should be £2450 in line with budget. Unanimously agreed. (Copy budget attached).

9.2 CLERK salary £1044.16 per annum confirmation – proposed by Chairman, seconded by Cllr Caley. Unanimously agreed.

9.3 (a) Confirmation of following cheque payments:-

(i) John Gomer (100401) – repair village sign - £25.00

(ii) HMRC (100402) clerk(s) x 2 PAYE - £47.40

(iii) J Dunncliffe (100403) clerk net wages (4.11.2020 to 31.12.2020) - £132.17

(iv) C Kennedy (100404) clerk net wages up to and including 3.11.2020 - £59.32

Proposed by Cllr Caley, seconded by Cllr Gladders that items (i) to (iv) inclusive above be approved. Unanimously agreed.

9.3 (b) To approve and confirm the following cheque payments:-

(i) Westhorpe Village Hall Limited (100405) hall hire 27.8.20; 8.9.20; 3.11.20 - £25.00.

(ii) David Barker (100406) refund:-

(a) C Kennedy book token thank you present £26.50 (16.11.2020);

(b) Zoom Video Communications Inc £143.88 (18.12.2020) annual subscription -  
Total £170.38.

(iii) Julia Dunncliffe (100407) – clerk expenses:-

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- (a) 4.11.20 postage C Kennedy wages cheque + payslip - £0.65;
- (b) 5.11.20 Barclays change of Parish Clerk address - £0.76;
- (c) 5.11.20 postage Oliver Smith (chq 100399) clerk computer/printer - £0.76;
- (d) 30.11.20 Epson printer black 603 XL cartridge £26.00 – Total £28.17.

Proposed by Cllr Caley, seconded by Cllr Cotgrove that items (i) to (iii) above be approved.  
Unanimously agreed.

9.4 To confirm bank balances as at 12.1.2021:-

Current account - £2731.68; deposit account - £1504.96

10. QUESTIONS to Chairman – None.

11. DATE NEXT MEETING:- Tuesday 2 March 2021 via Zoom at 7.00 pm (waiting room open from 6.45 pm)

MEETING CLOSED 8.55 pm

Julia Dunncliffe  
Westhorpe Parish Clerk